

November 8, 2000

MEMORANDUM FOR: Program Office Resource Managers

FROM: Howard G. Borgstrom
Working Capital Fund Manager

SUBJECT: October Working Capital Fund Billing

This memorandum transmits the October, 2000, charges to your program for the Working Capital Fund. The Network bill includes a charge for DOENet for the first time. A copy of this billing has been forwarded to the Chief Financial Officer for entering into DISCAS and FIS. Because of the continuing resolution, the CFO plans to account for these costs in the November DISCAS reporting.

Also attached is a "notional" bill for the Information Technology Business Lines that are proposed for addition to the fund in FY 2002. This bill is for information only and is not being forwarded to the Chief Financial Officer for entering into DISCAS and reporting in MARS. Monthly charges for proposed Networking and Corporate IT Services are indicated by program organization. Proposed Telephone Services are not available this month and should be included in the November bill. Annual charges for the proposed services are also attached.

Initial Payments for FY 2001

Many of the program customers have forwarded their initial payments to the fund. Now that appropriations are available to the Department, we request that all remaining programs authorize advance payment to the fund by Friday November 17, 2000. Timely payments to the Fund are necessary for the various business lines to provide uninterrupted contractual support and to execute initial acquisition plans for goods and services within established procurement deadlines as well as to ensure payments are made to vendors within the guidelines of the Prompt Payment Act.

"Funds shall be (1) collected at the beginning of the fiscal year and (2) sufficient to cover estimated costs of providing the goods and services for the fiscal year. In situations where full funding is not appropriated; i.e., during the period of a continuing resolution, a pro rata share of the customer organization's advance payment shall be paid to the WCF until full funding becomes available." **CFO Guidance issued September 1998**, "Working Capital Fund, Administrative Control of Funds."

A standard Payment Authorization Memorandum is attached to this correspondence to help you fund your Working Capital Fund activities. It has also been distributed as a WordPerfect file

through E-mail. Whether you use the standard format or not, we request that payments be authorized as a lump sum amount covering all WCF activity. We will initially apply the funds to each business line in proportion to projected FY 2001 costs.

FY 2001/2002 Budget Guidance

By memorandum dated August 2, 2000, we issued guideline estimates for FY 2002 Budget formulation, which included revised estimates for FY 2001. In addition, FY 2000 actual costs are good indicators for FY2001 activities. This may not be true for Building Occupancy, Desktop Support, and Payroll Processing estimates that could vary from FY 2000 actual expenses due to revised rate structures or renegotiated annual Service Agreements.

Other factors, known only to the program, may also impact your consumption of WCF goods and services. In making resource allocations for your program, you may wish to adjust our estimates as necessary to account for planned changes in staffing levels, anticipated increases or decreases in usage levels, potential organizational realignments, and any other factors that you feel are appropriate and relevant.

In early December 2000, after the WCF Board meeting, we will update FY 2001 and FY 2002 budget estimates to provide you with our most recent information.

Cost and Payment Analysis

The following table is attached to assist you with your analysis of actual monthly WCF expenditures:

Table I **Summarizes costs for the current billing cycle only and provides separate columns for some business lines to distinguish between charges that are assessed monthly and those assessed annually or quarterly.**

October Charges Per Business Line

Supplies - The enclosed bill reflects actual usage of supplies for the month of October both as purchased through the various Supply Stores and as ordered through Requisition.

Mail Services - The enclosed bill includes **annual** charges for internal distribution services at \$9,500 per mail stop assigned to your organization. Charges for outgoing metered mail and special handling charges incurred during October are also included.

Photocopying - This bill reflects charges for actual October usage only. Per copy rates for central and staffed facilities are 2.8 cents per copy. Other charges remain unchanged from FY 2000; 1.5

cents for dedicated copies; 50.0 cents for color copies.

Printing and Graphics - The enclosed bill reflects charges for Printing jobs ordered and Federal Register notices published during October. It also includes charges for indirect Graphics support at the rate of one-twelfth the annual assessment, based upon the pro-rata share of total service costs as determined by usage of such service in FY 2000.

Building Occupancy - The October bill reflects charges for the first quarter of the FY and is equal to one-fourth of the full annual estimate for space assigned to your organization as of October 1, 2000. This estimate is consistent with recently negotiated and authorized Service Agreements. This bill also includes charges for non-standard space alterations, additional rent charges, utilities, office relocations, and other E&F services requisitioned and performed prior to October 25.

Telephones - The October bill indicates the difference that results from the reversal of accruals billed last August and actual usage costs for August. For most programs this should represent small charges or credits for October. In addition, infrastructure charges, based upon the number of phone lines currently assigned to your organization, appear at the rate of one-twelfth the annual estimate.

Network - October charges, based upon the number of LAN connections currently assigned to your organization, are included at the rate of one-twelfth the annual estimate. New charges for DOENet are charged to the Lead Program Secretarial Office based upon actual on-board staffing at the beginning of FY 2001 at the rate of one-twelfth the annual cost. (See attached table)

Desktop - The enclosed Desktop bill incorporates time and materials charges for service actually used during October. Charges for subscription and warranty service are also included at the rate of one-twelfth the annual cost, where applicable.

Payroll Processing - October charges are for the full **annual** amount assessed to your organization, based upon actual on-board staffing at the beginning of FY 2001 and are consistent with estimates presented in the August 2, 2000 memorandum (above). (See attached table)

Executive Information Service - This business line has been discontinued.

WCF Information Sources, Working Capital Fund Web Page

The updated Fourth edition of the WCF Guide to Services, Policies and Procedures is available. To get hard-bound copies contact Bob Emond (6-2354) or Roscoe Harris (6-5527). An electronic version is available on the Working Capital Fund Web Page. Information available on the Web Page includes:

- o FY 2002/FY 2001 Budget Projections
- o The monthly summary billing tables (I-V) with accompanying transmittal memo;
- o Announcements of upcoming Board meetings and Board meeting minutes;
- o The latest edition of the WCF Guide;
- o Quarterly Financial Status Reviews
- o An explanatory Overview and historical background of the Fund.

The Web Page address is: <http://www.hr.doe.gov/wcf>

Please contact Ingrid Robinson (6-5567) if you have questions or comments.

Billing Inquiries

To deal with specific billing issues, we recommend that you contact the following individuals:

BUSINESS LINE	BILLING CONTACT	TELEPHONE
Administrative Services: Building Occupancy Supplies Mail Printing and Graphics Copying	John Harrison	586-3611
Information Management: Telephones Desktop Services Networking	Pete Grahm Ann Warnick	(301) 903-4653 (301) 903-3056
Contract Closeout	Jeff Rubenstein	(202) 426-0100
Payroll Processing	Jean Morgan	(301) 903-5858
Executive Information Svcs.	Miriam Kurtyka	(301) 903-2970
Billing Process and Policies	Bob Emond	586-2354
	Roscoe Harris	586-5527
IT Notional Bill	Peter Richards	(301) 903-1953

We recommend that you use e-mail to communicate your questions, because that permits better tracking of concerns both by you and by us.

Thank you for your cooperation.

cc: Working Capital Fund Board
Attachments

ADDRESS LIST FOR WCF BILLING

<u>PROGRAM</u>	<u>ADDRESSEE</u>	<u>COPY</u>
BCA	B. Van Doren	
BPA	W. Marlowe	R. Seifert
CFO	R. Fulwood	
CI/PA	L. I. Brown	
CN	D. Drucker	
DP	R. Greenberg	
ED	L. Rudnick	
EE	F. Glatstein	
EH	G. Judge	L. Gasperow
EIA	G. Goodwin	
EM	E. Bronstein	D. Hawkins
FE	C. Roy	
GC	D. Bullington	
HG	R. Tedrow	P. Spencer
IG	J. Gibson	B. Schrum
IN	L. Cain	
MA/AB/QM/S	H. Borgstrom	
MD	K. Brown	
NE	J. Stamos	L. Soo Hoo
NN	T. Ryder	J. Crogan
NR	D. Griffith (Crystal City)	
OA	L. Gasperow	
PC	C. O'Gwin	
PML	M. Livingston	
PO/IA	L. Whitted	C. Jagessar
RW	L. Barrett	J. Ross
SC	M. Vallette	J. Venneri
SO	N. Holmes	N. McNulty
WT	R. DeGrasse	M. Mescher

WCF BOARD MEMBERS

CFO	M. Telson		
DP	M Creedon		
EE	D. Reicher	IN	L. Sanchez
EH	D. Michaels	MA	D. Klaus
EI	M. Mazur	NE	W. Magwood
EM	C. Huntoon	NN	K. Baker
FE	R. Kripowicz	PO	M. Kenderdine
GC	M. Sullivan	SC	J. Decker
		SO	E. Habiger

**Summary of Current Month Bill - October, 2000
(WHOLE DOLLARS)**

TABLE IA

BILLING CYCLE	MONTHLY	MONTHLY	ANNUAL		MONTHLY	MONTHLY		MONTHLY	QUARTERLY	MONTHLY	
ORG CODE	SUPPLY	MAIL	MAIL DISTRIB.	TOTAL MAIL	DEDICATED COPIERS	CENTRAL FACILITIES	TOTAL COPYING SERVICE	PRINTING & GRAPHICS	BUILDING OCCUPANCY	BLDG ALTERATION	TOTAL BUILDING OCCUPANCY
AB	595	213	9,500	9,713	267	889	1,156	2,155	30,643	-	30,643
BCA	4	18	-	18	19	-	19	-	50,803	-	50,803
BPA	184	20	9,500	9,520	-	44	44	5,050	22,273	20	22,293
CI	1,577	589	19,000	19,589	1,452	2,003	3,455	3,410	115,885	-	115,885
CN	1,337	875	9,500	10,375	1,575	1,782	3,357	1,575	141,463	-	141,463
CR	8,185	1,369	57,000	58,369	3,067	3,637	6,704	31,505	407,900	280	408,180
DP	12,922	733	19,000	19,733	1,701	9,609	11,310	2,650	747,248	296,133	1,043,381
ED	1,578	268	38,000	38,268	673	1,695	2,368	2,240	100,603	-	100,603
EE	15,549	6,241	9,500	15,741	2,123	37,851	39,974	45,444	857,213	1,559	858,771
EH	13,107	1,106	28,500	29,606	5,897	2,778	8,675	18,892	737,985	220	738,205
EIA	14,294	4,689	76,000	80,689	516	7,271	7,787	44,026	1,187,210	120	1,187,330
EM	18,640	899	38,000	38,899	17,323	6,285	23,608	12,836	1,104,965	50	1,105,015
FE	6,006	1,467	19,000	20,467	6,518	2,233	8,751	55,323	409,435	75	409,510
GC	3,357	180	23,750	23,930	1,537	1,056	2,593	1,803	475,693	395	476,088
HG	827	220	9,500	9,720	1,223	8	1,231	3,389	186,673	-	186,673
IA	4,631	50	14,250	14,300	669	1,234	1,903	812	151,440	-	151,440
IG	2,207	1,555	19,000	20,555	318	2,895	3,213	2,881	277,800	-	277,800
IN	1,512	222	9,500	9,722	1,612	10	1,621	201	214,493	525	215,018
MA	24,450	7,282	223,250	230,532	14,358	22,661	37,018	33,978	1,959,803	110,585	2,070,388
MD	-	-	-	-	-	-	-	-	-	-	-
NE	3,574	329	29,500	29,829	4,255	3,004	7,259	3,206	229,838	-	229,838
NN	4,458	716	19,000	19,716	6,949	5,452	12,401	3,905	602,560	-	602,560
NR	229	-	-	-	-	84	84	20	115,055	-	115,055
OA	2,090	1,131	9,500	10,631	397	2,187	2,584	-	62,115	-	62,115
PA	3,668	376	28,500	28,876	3,295	16,983	20,278	19,701	87,748	-	87,748
PC	306	1	9,500	9,501	156	44	200	12	28,215	-	28,215
PO	1,471	56	14,250	14,306	828	5,341	6,170	21,441	108,173	75	108,248
RW	623	120	9,500	9,620	916	1,286	2,202	631	213,705	-	213,705
S	1,028	56	9,500	9,556	181	358	539	3,686	149,383	-	149,383
SC	15,193	4,910	19,000	23,910	1,224	4,508	5,733	9,834	459,058	-	459,058
SO	32,880	6,979	114,000	120,979	4,027	10,141	14,168	8,946	1,700,823	2,429	1,703,252
WAPA	48	7	9,500	9,507	-	-	-	630	23,720	-	23,720
WT	213	9	9,500	9,509	447	1	448	196	59,950	-	59,950
NNSA	17,609	1,449	38,000	39,449	8,650	15,145	23,795	6,575	1,464,863	296,133	1,760,996
Bus. Line	1,153	-	-	-	-	-	-	412	-	-	-
TOTAL	197,897	42,686	913,000	955,686	83,522	153,331	236,853	340,790	13,019,863	412,466	13,432,329

**Summary of Current Month Bill - October, 2000
(WHOLE DOLLARS)**

TABLE IB

BILLING CYCLE	MONTHLY	MONTHLY		MONTHLY	MONTHLY	MONTHLY	ANNUAL	ANNUAL	
ORG CODE	PHONE USAGE	TELEPHONE INFRASTRUCTURE	TOTAL PHONE SERVICE	DESKTOP SUPPORT	NETWORK	CONTRACT CLOSEOUT	PAYROLL PROCESS	INDIRECT FUND ADMINISTRATION	TOTAL OCTOBER
AB	20	757	777	62	705	-	1,855	-	47,660
BCA	(16)	530	514	166	144	-	1,325	-	52,994
BPA	(25)	946	921	-	32	-	-	-	38,044
CI	(419)	3,444	3,026	1,181	2,053	-	9,806	-	159,982
CN	156	5,678	5,834	334	1,619	240	5,035	-	171,168
CR	111	19,152	19,263	3,555	18,965	960	56,448	-	612,133
DP	277	29,977	30,254	5,392	69,400	-	513,863	-	1,708,904
ED	46	3,747	3,793	521	3,283	1,200	10,601	-	164,456
EE	(262)	31,264	31,002	10,712	35,818	960	141,518	-	1,195,489
EH	2,074	22,975	25,049	3,871	25,928	4,960	77,384	-	945,678
EIA	(122)	32,324	32,202	1,000	8,453	1,200	98,851	-	1,475,831
EM	(239)	39,175	38,936	10,962	77,177	4,560	558,652	-	1,889,285
FE	(56)	17,335	17,279	9,924	33,098	25,120	252,294	-	837,772
GC	(91)	12,604	12,513	2,075	11,375	960	41,872	-	576,566
HG	(46)	2,839	2,793	438	2,937	-	10,336	-	218,344
IA	271	5,678	5,948	705	5,422	-	16,431	-	201,592
IG	(537)	7,759	7,222	2,949	13,672	-	72,614	-	403,113
IN	122	3,861	3,982	1,539	915	320	10,866	-	245,696
MA	179	60,182	60,360	15,107	54,982	28,480	130,122	-	2,685,417
MD	-	-	-	-	-	-	-	-	0
NE	(144)	10,787	10,644	1,871	9,904	-	28,622	-	324,745
NN	1,337	22,521	23,858	13,164	12,719	800	41,342	-	734,923
NR	152	7,646	7,797	-	4,106	-	48,763	-	176,054
OA	(295)	2,990	2,695	130	2,423	-	11,131	-	93,799
PA	85	2,990	3,075	838	2,071	-	8,480	-	174,735
PC	(173)	416	244	139	726	-	1,325	-	40,668
PO	549	3,066	3,615	1,910	3,243	-	11,661	-	172,064
RW	(94)	7,456	7,362	2,277	12,933	-	44,257	-	293,610
S	38	4,807	4,845	393	2,510	-	7,950	-	179,890
SC	691	25,473	26,165	8,325	56,928	-	399,113	-	1,004,257
SO	513	64,004	64,517	15,579	35,103	7,800	85,070	-	2,088,294
WAPA	(90)	643	554	-	33,617	-	398,848	-	466,924
WT	(1)	2,120	2,119	1,083	1,955	-	5,565	-	81,038
NNSA	1,765	60,144	61,909	18,555	86,225	800	603,968	-	2,619,881
Bus. Line	-	-	-	-	-	-	-	-	1,565
TOTAL	4,014	455,146	459,161	116,201	544,215	77,560	3,102,000	0	19,462,691

October Charges Per Information Technology Business Line

The following IT enterprise activities are not incorporated into the Working Capital Fund for FY2001 and are not included with WCF charges for the current billing period. These activities have been proposed for incorporation into the Fund beginning in FY2002. As approved by the WCF Executive Board on July 26, 2000, the attached summary Table ("Pro Forma Billing For IT Initiatives - FY2001") is provided as guidance for information and planning purposes. All charges presented as "pro forma" are intended as illustrative in nature only, representing the potential impact of cost assessments as they might appear if these charges were to be actually billed during the current fiscal year.

PRO FORMA BILLING FOR IT INITIATIVES - FY 2001

	Pro Forma Monthly Charges - Networking Business Line						Pro Forma Monthly Charges - Telephone Business Line				Pro Forma Monthly Charges - Corporate IT Services				
PROGRAM ORG	NET INFRA SECURITY	IP ADDRESS MGMT	REMOTE ACCESS	E-MAIL INFRA.	VIDEO CONF INFRA.	VIDEO CONF. DEDICATED FACILITIES	FTS TELEPHONE	CELLULAR TELEPHONE SERVICES	PAGING SERVICES	SECURE VOICE COMMUN.	CORP. MAINFRAM E SERVICES	WEB HOSTING (No Est avail)	COMMERC'L TIMESHARE	SPECTRUM MGT.	SUBTOTAL Pro Forma Billing
PRICING METHOD	# LAN Connec	# LAN Connec	Usage plus # PAL Accts	# E-Mail boxes	Percentage of Usage	# ISDN Connections	Usage	# Devices / Service Fee			On-Board @ 10/07/00	Service Level per Web Site	Percentage Usage (Prior FY)	Percentage of Freq Assigned	
BCA	6	1	0	0	0	0					89	0	595	0	692
BPA	6	1	0	0	0	0					0	0	0	0	8
CI	246	51	0	426	0	0					659	0	1,618	0	2,999
CN	239	49	75	406	252	0					338	0	0	0	1,360
CR	2,846	586	269	3,133	336	0					3,791	0	2,350	0	13,311
ED	479	99	68	406	42	0					712	0	50	0	1,855
EE	4,786	985	104	6,133	1,681	2,966					9,505	0	1,321	0	27,482
EH	3,887	800	2,705	3,112	546	2,696					5,197	0	0	0	18,944
EIA	26	5	0	7,907	42	0					6,639	0	940	0	15,559
EM	6,034	1,242	68	5,920	1,976	20,760					37,520	0	4,994	0	78,514
FE	2,374	489	0	2,149	126	2,696					16,945	0	3,898	0	28,676
GC	1,572	324	87	1,642	210	0					2,812	0	25,175	0	31,822
HG	414	85	0	507	0	0					694	0	1,032	0	2,732
IA	808	166	85	750	105	0					1,104	0	736	0	3,754
IG	1,513	312	68	1,217	210	0					4,877	0	1,289	0	9,486
IN	0	0	309	710	63	0					730	0	0	0	1,812
MA	8,815	1,815	410	5,576	4,014	0					8,739	0	22,178	0	51,548
NE	1,500	309	0	1,389	441	2,157					1,922	0	0	0	7,719
NNSA	7,082	1,458	1,683	8,242	23,077	4,044					40,564	0	85	0	86,234
DP	5,070	1,044	1,400	4,917	18,811	2,426					34,405	0	0	0	68,073
ADMIN	162	33	71	487	273	0					107	0	0	0	1,133
NN	1,850	381	212	2,839	3,993	1,618					2,777	0	85	0	13,753
NR	0	0	0	0	0	0					3,275	0	0	0	3,275
OA	297	61	1,978	426	588	0					748	0	0	0	4,098
PA	272	56	85	335	84	0					570	0	3,636	0	5,037
PC	123	25	70	71	147	0					89	0	0	0	525
PO	453	93	201	456	105	0					783	0	130	0	2,221
RW	1,843	379	382	2,534	63	1,887					2,972	0	4,576	0	14,638
S	369	76	0	507	0	0					534	0	0	0	1,485
SEAB	110	23	74	41	0	0					125	0	0	0	372
SC	4,669	961	3,992	4,724	2,879	1,078					26,805	0	0	0	45,110
SO	5,594	1,152	1,605	8,566	2,732	2,966					5,713	0	10,679	822	39,830
PMAs	6	1	0	0	0	0					26,787	0	0	0	26,795
WT	297	61	68	253	0	0					374	0	170	0	1,224
SUBTOT HQ	\$56,667	\$11,667	\$14,385	\$67,538	\$39,723	\$41,250	\$0	\$0	\$0	\$0	\$208,336	\$0	\$85,453	\$822	\$525,841

PRO FORMA BILLING FOR IT INITIATIVES - FY 2001

	Pro Forma Monthly Charges - Networking Business Line						Pro Forma Monthly Charges - Telephone Business Line				Pro Forma Monthly Charges - Corporate IT Services				
PROGRAM ORG	NET INFRA SECURITY	IP ADDRESS MGMT	REMOTE ACCESS	E-MAIL INFRA.	VIDEO CONF INFRA.	VIDEO CONF. DEDICATED FACILITIES	FTS TELEPHONE	CELLULAR TELEPHONE SERVICES	PAGING SERVICES	SECURE VOICE COMMUN.	CORP. MAINFRAM E SERVICES	WEB HOSTING (No Est avail)	COMMERC'L TIMESHARE	SPECTRUM MGMT.	SUBTOTAL Pro Forma Billing
PRICING METHOD	# LAN Connec	# LAN Connec	Usage plus # PAL Accts	# E-Mail boxes	Percentage of Usage	# ISDN Connections	Usage	# Devices / Service Fee			On-Board @ 10/07/00	Service Level per Web Site	Percentage Usage (Prior FY)	Percentage of Freq Assigned	
AL (OPS)													18,703	0	18,703
AL (NNSA)													0	15,927	15,927
BPA													11,667	11,941	23,608
CH (OPS)													5,869	3,088	8,957
CH (NNSA)													0	0	0
FERC													99	0	99
FETC & Albny													10,057	0	10,057
GO													0	0	0
ID													21,235	1,972	23,207
NPR & Tulsa													0	0	0
NV (OPS)													5,433	0	5,433
NV (NNSA)													0	8,568	8,568
OH													5,536	537	6,073
OR (OPS&STI)													3,476	2,710	6,187
OR (NNSA)													0	0	0
PNR (NNSA)													0	394	394
RF													5,092	999	6,090
RL													5,102	2,140	7,242
SEPA													85	0	85
SF (OPS)													19,815	4,254	24,070
SF (NNSA)													0	0	0
SPR													2,760	957	3,716
SR (OPS)													10,845	2,669	13,513
SR (NNSA)													0	0	0
SNR (NNSA)													877	545	1,423
SWPA													2,335	2,350	4,685
WAPA													6,064	17,589	23,652
TOTAL DOE	\$56,667	\$11,667	\$14,385	\$67,538	\$39,723	\$41,250	\$0	\$0	\$0	\$0	\$208,336	\$0	\$220,503	\$77,462	\$737,531

PRO FORMA BILLING FOR IT INITIATIVES - FY 2001

	Pro Forma Annual Charges - Networking Business Line						Pro Forma Annual Charges - Telephone Business Line				Pro Forma Annual Charges - Corporate IT Services				
PROGRAM ORG	NET INFRA SECURITY	IP ADDRESS MGMT	REMOTE ACCESS	E-MAIL INFRA.	VIDEO CONF INFRA.	VIDEO CONF. DEDICATED FACILITIES	FTS TELEPHONE	CELLULAR TELEPHONE SERVICES	PAGING SERVICES	SECURE VOICE COMMUN.	CORP. MAINFRAM E SERVICES	WEB HOSTING (No Est avail)	COMMERC'L TIMESHARE	SPECTRUM MGT.	SUBTOTAL Pro Forma Billing
PRICING METHOD	# LAN Connec	# LAN Connec	Usage plus # PAL Accts	# E-Mail boxes	Percentage of Usage	# ISDN Connections	Usage	# Devices / Service Fee			On-Board @ 10/07/00	Service Level per Web Site	Percentage Usage (Prior FY)	Percentage of Freq Assigned	
BCA	78	16	0	0	0	0					1,068	0	7,143	0	8,305
BPA	78	16	0	0	0	0					0	0		0	94
CI	2,949	607	0	5,109	0	0					7,903	0	19,414	0	35,982
CN	2,871	591	901	4,866	3,027	0					4,058	0		0	16,315
CR	34,147	7,030	3,233	37,591	4,035	0					45,494	0	28,203	0	159,734
ED	5,743	1,182	816	4,866	504	0					8,543	0	600	0	22,255
EE	57,430	11,824	1,250	73,600	20,177	35,588					114,055	0	15,855	0	329,780
EH	46,642	9,603	32,455	37,348	6,557	32,353					62,367	0		0	227,326
EIA	310	64	0	94,890	504	0					79,668	0	11,277	0	186,713
EM	72,408	14,908	816	71,046	23,708	249,118					450,241	0	59,923	0	942,167
FE	28,482	5,864	0	25,791	1,513	32,353					203,335	0	46,778	0	344,116
GC	18,859	3,883	1,046	19,708	2,522	0					33,747	0	302,102	0	381,866
HG	4,967	1,023	0	6,083	0	0					8,330	0	12,382	0	32,784
IA	9,701	1,997	1,016	9,002	1,261	0					13,242	0	8,829	0	45,049
IG	18,160	3,739	816	14,598	2,522	0					58,523	0	15,473	0	113,831
IN	0	0	3,710	8,516	757	0					8,757	0		0	21,739
MA	105,780	21,778	4,922	66,909	48,172	0					104,871	0	266,140	0	618,573
NE	18,005	3,707	0	16,667	5,296	25,882					23,067	0		0	92,625
NNSA	84,981	17,496	20,190	98,904	276,927	48,529					486,765	0	1,020	0	1,034,812
DP	60,845	12,527	16,796	59,002	225,728	29,118					412,864	0		0	816,879
ADMIN	1,940	399	856	5,839	3,279	0					1,282	0		0	13,595
NN	22,196	4,570	2,538	34,063	47,920	19,412					33,320	0	1,020	0	165,038
NR	0	0	0	0	0	0					39,300	0		0	39,300
OA	3,570	735	23,734	5,109	7,062	0					8,971	0		0	49,181
PA	3,260	671	1,014	4,015	1,009	0					6,835	0	43,636	0	60,439
PC	1,475	304	836	852	1,765	0					1,068	0		0	6,299
PO	5,433	1,118	2,411	5,474	1,261	0					9,398	0	1,558	0	26,653
RW	22,118	4,554	4,581	30,413	757	22,647					35,669	0	54,917	0	175,656
S	4,424	911	0	6,083	0	0					6,408	0		0	17,825
SEAB	1,319	272	891	487	0	0					1,495	0		0	4,464
SC	56,033	11,536	47,904	56,691	34,553	12,941					321,662	0		0	541,320
SO	67,131	13,821	19,260	102,797	32,787	35,588					68,561	0	128,146	9,868	477,961
PMAs	78	16	0	0	0	0					321,448	0		0	321,542
WT	3,570	735	816	3,041	0	0					4,485	0	2,040	0	14,688
SUBTOT HQ	\$680,000	\$140,000	\$172,618	\$810,456	\$476,678	\$495,000	\$0	\$0	\$0	\$0	\$2,500,036	\$0	\$1,025,436	\$9,868	\$6,310,092

PRO FORMA BILLING FOR IT INITIATIVES - FY 2001

	Pro Forma Annual Charges - Networking Business Line						Pro Forma Annual Charges - Telephone Business Line				Pro Forma Annual Charges - Corporate IT Services				
PROGRAM ORG	NET INFRA SECURITY	IP ADDRESS MGMT	REMOTE ACCESS	E-MAIL INFRA.	VIDEO CONF INFRA.	VIDEO CONF. DEDICATED FACILITIES	FTS TELEPHONE	CELLULAR TELEPHONE SERVICES	PAGING SERVICES	SECURE VOICE COMMUN.	CORP. MAINFRAM E SERVICES	WEB HOSTING (No Est avail)	COMMERC'L TIMESHARE	SPECTRUM MGT.	SUBTOTAL Pro Forma Billing
PRICING METHOD	# LAN Connec	# LAN Connec	Usage plus # PAL Accts	# E-Mail boxes	Percentage of Usage	# ISDN Connections	Usage	# Devices / Service Fee			On-Board @ 10/07/00	Service Level per Web Site	Percentage Usage (Prior FY)	Percentage of Freq Assigned	
AL (OPS)													224,440	0	224,440
AL (NNSA)														191,125	191,125
BPA													140,005	143,294	283,299
CH (OPS)													70,433	37,057	107,490
CH (NNSA)													0	0	0
FERC													1,187	0	1,187
FETC & Albny													120,680	0	120,680
GO													0	0	0
ID													254,816	23,664	278,480
NPR & Tulsa													0	0	0
NV (OPS)													65,195	0	65,195
NV (NNSA)													0	102,813	102,813
OH													66,433	6,445	72,878
OR (OPS&STI)													41,716	32,526	74,242
OR (NNSA)													0	0	0
PNR (NNSA)													0	4,733	4,733
RF													61,098	11,983	73,081
RL													61,228	25,678	86,906
SEPA													1,020	0	1,020
SF (OPS)													237,783	51,054	288,837
SF (NNSA)													0	0	0
SPR													33,116	11,480	44,596
SR (OPS)													130,139	32,022	162,161
SR (NNSA)													0	0	0
SNR (NNSA)													10,527	6,545	17,072
SWPA													28,023	28,195	56,218
WAPA													72,765	211,063	283,828
TOTAL DOE	\$680,000	\$140,000	\$172,618	\$810,456	\$476,678	\$495,000	\$0	\$0	\$0	\$0	\$2,500,036	\$0	\$2,646,040	\$929,545	\$8,850,373

Revised Manpower Factors for FY 2001
Payroll and Personnel
DOENet
(Whole Dollar)

ORGANIZATION	On Board 10/7/00	FY 2001 Payroll Cost	FY 2001 DOENet Cost
Bonneville Power Ad	2,870	\$ -	\$ -
Board of Contract Appeals	5	\$ 1,325	\$ 1,339
Chief Financial Officer	213	\$ 56,448	\$ 57,038
Civil. Rad. Waste Mgt	167	\$ 44,257	\$ 44,720
Contract Reform & Privatization	5	\$ 1,325	\$ 1,339
Congress'l & Intgv't Affairs	37	\$ 9,806	\$ 9,908
Counterintelligence	19	\$ 5,035	\$ 5,088
NNSA - Ofc of the Administrator	6	\$ 1,590	\$ 1,607
Defense Programs	1,933	\$ 512,273	\$ 517,625
Headquarters	253		
Albuquerque Ops Ofc	1,221		
Nevada Ops Office	284		
Savannah River Ops Ofc	38		
Chicago Ops Office	7		
Oakland Ops Office	98		
Oak Ridge Ops Office	32		
Econ Impact & Diversity	40	\$ 10,601	\$ 10,711
Energy Eff & Renewable Energy	534	\$ 141,518	\$ 142,996
Headquarters	483		
Golden Field Office	51		
Energy Info Admin	373	\$ 98,851	\$ 99,883
Environmental Mgmt	2,108	\$ 558,652	\$ 564,487
Headquarters	392		
Idaho Ops Office	354		
Ohio Field Office	209		
Richland Ops Office	504		
Rocky Flats Field Ofc	196		
Savannah River Ops	453		
Env, Safety & Health	292	\$ 77,384	\$ 78,193
Fossil Energy	952	\$ 252,294	\$ 254,930
Headquarters	174		
Fed Energy Tech Center	533		
Albany Research Center	90		
Tulsa - NPTO	26		
Naval Petroleum Reserves	24		
Strategic Pet Res	105		
General Counsel	158	\$ 41,872	\$ 42,310
Hearings & Appeals	39	\$ 10,336	\$ 10,444
Oversight & Performance			
Assurance	42	\$ 11,131	\$ 11,247
Inspector General	274	\$ 72,614	\$ 73,373
Intelligence	41	\$ 10,866	\$ 10,979
International Affairs	62	\$ 16,431	\$ 16,603
Management & Administration	491	\$ 130,122	\$ 131,482
Nonpro & Nat'l Sec	156	\$ 41,342	\$ 41,774
Nuclear Energy	108	\$ 28,622	\$ 28,921

**Revised Manpower Factors for FY 2001
Payroll and Personnel
DOENet
(Whole Dollar)**

ORGANIZATION	On Board 10/7/00	FY 2001 Payroll Cost	FY 2001 DOENet Cost
Naval Reactor	184	\$ 48,763	\$ 49,272
Headquarters	54		
Pittsburgh Naval Reactors	68		
Schenectady Naval Reactors	62		
Subtotal NNSA	2,110		
Policy	44	\$ 11,661	\$ 11,782
Public Affairs	32	\$ 8,480	\$ 8,569
Office of Science	1,506	\$ 399,113	\$ 403,282
Headquarters	261		
Ofc Sci & Tech Info	84		
Chicago Ops Office	419		
Oakland Ops Office	226		
Oak Ridge Ops Office	516		
Ofc of Security & Emerg Ops	321	\$ 85,070	\$ 85,959
Ofc of the Secretary	30	\$ 7,950	\$ 8,034
Sec of Energy Adv Bd	7	\$ 1,855	\$ 1,874
Worker Transition	21	\$ 5,565	\$ 5,623
PMAs	1,505	\$ 398,848	\$ 403,014
Southeastern Pwr Ad	42		
Southwestern Pwr Ad	175		
Western Area Pwr Ad	1,288		
FERC	1,168	\$ -	\$ -
Total	15,743	\$ 3,102,000	\$ 3,134,406

FY 2001 Payroll Cost Per On-Board Staff=\$265.01/person

FY 2001 DOENet Cost Per On-Board Staff=\$267.78/person

memorandum

DATE:

TO: Working Capital Fund, MA 1.4

FROM: (Program Office)

SUBJECT: Authorization for Advance Payment to the Working Capital Fund

This memorandum authorizes advance payment to the Working Capital Fund toward total projected annual requirements of this organization for Program Direction related goods and services. This payment represents a lump-sum amount and is intended to be applied to each business line. I acknowledge that the total amount authorized will be allocated by the Capital Accounting Center as appropriate to fund actual and/or projected costs on a “first incurred” or “most imperative” basis. As more information becomes available concerning actual usage rates for each business line, additional authorization may be necessary to adjust funding to actual costs incurred.

Where more than one Budget and Reporting (B&R) classification or Appropriation is indicated, actual costs incurred may be assessed in the same proportion as funding is provided, within each business line, unless otherwise specified. It is understood that the amounts hereby specified do not constitute spending limitations and that Working Capital Fund charges are assessed based upon actual costs incurred by this organization. Appropriate Funding Classifications and corresponding payment amounts are:

	<u>Funding Class I</u>	<u>Funding Class II</u>
Appropriation:	_____	_____
Allotment Symbol:	_____	_____
Fin Plan/Fund Type:	_____	_____
B&R (1 st six positions):	_____	_____
Amount This Action:	_____	_____
Total Payment YTD:	_____	_____